

220.10

Identification Requirements

Overview

Overview Applicants, participants and proxies in the WIC Program must present identification:

- At each certification and
- Every time they pick up **benefits**.

This policy discusses acceptable proof of identification.

Identification required for benefits

Participants and proxies must present a **eWIC card** to pick up WIC benefits and to buy food.

Note: When a participant presents a **eWIC card** to buy food, the vendor may **not** require additional identification.

Policy reference MPSF: WC-99-16-P: Strengthening Integrity in the WIC Certification Process

In this policy This chapter contains the following topics:

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Documenting Identity

Policy Proof and documentation of identity is required for each applicant. Proof of identity must be implemented in a manner that does not constitute a barrier to participation, particularly to applicants who may have been victims of theft, loss, or disaster.

Examples of proof of identity Examples of acceptable forms of identification include:

- Valid driver's license
- Non-driver ID
- Passport/visa
- Medicaid or health benefit card
- Social Security card
- Work or school ID card
- Pay stubs
- Matricula Consular Card
- Immunization record
- Other medical or health record (including crib cards)
- Birth certificate
- Voter registration
- eWIC Card

Note: The eWIC card may be used as proof of identity for those family members participating in WIC. The list of participating members can be accessed in the data system using the PAN number listed on the card.

Documenting identity The table below describes how to document proof of identity in the WIC data system.

If the applicant...	Then ...
Has proof but did not bring it (forgot it)	<ul style="list-style-type: none"> • Tell the applicant that proof of identity must be provided in order to receive services, • Provide a list of acceptable forms of identity, and • Issue a Notice of Ineligibility for failure to bring proof of identification. <p><u>Note:</u> When you issue a eWIC card, you are providing an applicant with an acceptable source of proof of identity for WIC purposes. Therefore, you must see acceptable proof of identity before issuing this card.</p>
Has no proof due to: <ul style="list-style-type: none"> • Theft, • Loss, • Disaster, or • A recent move to this country 	<ul style="list-style-type: none"> • Select "Affidavit" as the proof provided, • Print and complete the Signed Statement from the WIC data system, • Tell the applicant to bring proof of identity when proof is available, and • Continue the certification appointment.

eWIC Card and Identification

Issuing the eWIC card

Issue a eWIC card to each economic unit. Follow these guidelines:

- Issue the card only after eligibility has been determined.
 - Explain that the eWIC card is the only identification required when purchasing WIC benefits at the grocery store or special purpose vendor.
 - Explain that the eWIC card should be brought to every WIC appointment.
 - Encourage each participant to treat the eWIC card like other forms of identification.
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Replacing the card

Replace a eWIC card in the following situations:

- Card has become unusable,
- Card is difficult to read,
- Participant reports a lost or stolen card.

Note: The participant must provide proof of identity before a lost or stolen card is replaced. Tell the participant to destroy the old card if it is later found.

Mailing cards

eWIC cards can be sent through the mail to only these two groups:

- Precertified Priority II infants (see Policy 215.12), and
 - Precertified pregnant women who are the only members of their households receiving WIC benefits (see Policy 215.14).
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